



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

**Bid Receiving - PWGSC / Réception des soumissions
- TPSGC**

11 Laurier St. / 11, rue Laurier

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

Gatineau

Quebec

K1A 0S5

Bid Fax: (819) 997-9776

SOLICITATION AMENDMENT

MODIFICATION DE L'INVITATION

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

Comments - Commentaires

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Services Procurement-Instruments Management
Division/Approvisionnement de services-Gestion des
instruments

11 Laurier St. / 11, rue Laurier

11C1, Place du Portage III

Gatineau

Quebec

K1A 0S5

Title - Sujet Professional consulting services	
Solicitation No. - N° de l'invitation EN578-171875/C	Amendment No. - N° modif. 003
Client Reference No. - N° de référence du client 20171875	Date 2017-05-03
GETS Reference No. - N° de référence de SEAG PW-\$\$ZQ-019-31249	
File No. - N° de dossier 019zq.EN578-171875	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-05-10	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Hamann, Amélie	Buyer Id - Id de l'acheteur 019zq
Telephone No. - N° de téléphone (819) 420-1388 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

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RFP #EN578-171875/C

Amendment #003

The Purpose of this amendment #003 is to:

- 1) Amend the Request for Proposals(RFP);
 - 2) Add Annex E, Attestation form;
 - 3) Provide answers to questions received with regards to this RFP; and
 - 4) To extend the end date of the solicitation.
-

1) The following change is for the RFP:

CHANGE 3:

At Part 7 – Resulting Contract Clauses point 7.3 Security Requirements **add** point 7.3.2 Security Requirements – Foreign Suppliers:

The Canadian Designated Security Authority (Canadian DSA) for industrial security matters in Canada is the Industrial Security Sector (ISS), Public Works and Government Services Canada (PWGSC), administered by International Industrial Security Directorate (IISD), PWGSC. The Canadian DSA is the authority for confirming **Contractor / Offeror / Subcontractor** compliance with the security requirements for foreign suppliers. The following security requirements apply to the **Contractor / Offeror / Subcontractor** incorporated or authorized to do business in a jurisdiction other than Canada and delivering outside of Canada the services listed and described in the subsequent **Contract / Standing Offer / Subcontract**.

1. The Foreign recipient **Contractor / Offeror / Subcontractor** must be from a Country within the North Atlantic Treaty Organization (NATO), the European Union (EU) or from a country with which Canada has an international bilateral industrial security instrument. The Contract Security Program (CSP) has international bilateral industrial security instruments with the countries listed on the following PWGSC website: <http://www.tpsgc-pwgsc.gc.ca/esc-src/international-eng.html>.
2. The Foreign recipient **Contractor / Offeror / Subcontractor** must provide proof that they are incorporated or authorized to do business in their jurisdiction.
3. The Foreign recipient **Contractor / Offeror / Subcontractor** defined as an individual or legal entity possessing the legal capacity to enter into a contract, shall provide confirmation of compliance with the below terms and conditions, in writing, to the Canadian DSA, prior to the execution of the works, services or performance, of which requires or involves access to Canadian restricted sites and/or **CANADA PROTECTED A and/or B** information/assets.
4. The Foreign recipient **Contractor / Offeror / Subcontractor** shall not begin the work, services or performance until the Canadian DSA is satisfied that all contract security requirement conditions have been met. Canadian DSA confirmation shall be provided, in writing, to the Foreign

recipient **Contractor / Offeror / Subcontractor** in an Attestation form, to provide confirmation of compliance and authorization for services to be performed.

5. The Foreign recipient **Contractor / Offeror / Subcontractor** must identify an authorized Contract Security Officer (CSO) to be responsible for the overseeing of the security requirements, as defined in this Contract. This individual will be appointed by the proponent Foreign recipient Contractor's Chief Executive Officer or Designated Key Senior Official, defined as an Owner, Officer, Director, Executive, and or Partner who occupy a position which would enable them to adversely affect the organization's policies or practices in the performance of the contract.
6. The Foreign recipient **Contractor/Offeror/Subcontractor** shall not permit access to Canadian restricted sites or grant access to **CANADA PROTECTED A and/or B** information/assets, except to its personnel subject to the following conditions:
 - a) Personnel have a need-to-know for the performance of the **Contract / Subcontract**.
 - b) Personnel have been subject to a criminal record check, with favourable results, from a recognized Governmental agency in their country as well as a background verification. The approved verifications for the required criminal record check and background verification are listed at Appendix A.
 - c) The Foreign **Contractor / Offeror / Subcontractor** will ensure that its Chief Executive Officer (CEO) or Designated Key Senior Official (DKSO) of the company will appoint a Contract Security Officer (CSO) and an Alternate Contract Security Officer (ACSO) in order to ensure compliance with all contracting security requirements.
 - d) The Foreign recipient **Contractor / Offeror / Subcontractor** shall ensure that personnel provide consent to share results of the Criminal record Background Check with the Canadian DSA and other Canadian Government Officials, if requested.
 - e) The Government of Canada reserves the right to deny access to **CANADA PROTECTED** information and/ or assets to a Foreign **Contractor / Offeror / Subcontractor** for cause.
7. **CANADA PROTECTED** information/assets provided or generated pursuant to this **Contract / Standing Offer / Subcontract** shall not be further provided to a third party Foreign recipient Subcontractor unless:
 - a. written assurance is obtained from the Canadian DSA to the effect that the third-party Foreign recipient Subcontractor has been approved for access to **CANADA PROTECTED** information/assets by the Canadian DSA; and
 - b. written consent is obtained from the Canadian DSA, if the third-party Foreign recipient Subcontractor is located in a third country.
8. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of the Canadian DSA.
9. The Foreign recipient **Contractor / Offeror / Subcontractor** shall not use the **CANADA PROTECTED** information/assets for any purpose other than for the performance of the **Contract / Standing Offer / Subcontract** without the prior written approval of the Government of Canada. This approval must be obtained from the Canadian DSA.

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10. The Foreign recipient **Contractor / Offeror / Subcontractor** visiting Canadian Government, under this contract, will submit a Request for Site Access to the Departmental Security Officer of Public works and Government Services Canada.
11. The Foreign recipient **Contractor / Offeror / Subcontractor** shall immediately report to the Canadian DSA all cases in which it is known or there is reason to suspect that **CANADA PROTECTED** information/assets pursuant to this **Contract / Standing Offer / Subcontract** has been compromised.
12. The Foreign recipient **Contractor / Offeror / Subcontractor** shall immediately report to the Canadian DSA all cases in which it is known or there is reason to suspect that **CANADA PROTECTED** information/assets accessed by the Foreign recipient **Contractor / Offeror / Subcontractor**, pursuant this **Contract / Standing Offer / Subcontract**, have been lost or disclosed to unauthorized persons.
13. The Foreign recipient **Contractor / Offeror / Subcontractor** shall not disclose **CANADA PROTECTED** information/assets to a third party government, person, firm or representative thereof, without the prior written consent of the Government of Canada. Such consent shall be sought through the Canadian DSA.
14. In the event that a Foreign recipient **Contractor / Offeror / Subcontractor** is chosen as a supplier for this **Contract / Standing Offer / Subcontract**, subsequent Country-Specific Foreign security requirement clauses shall be generated and promulgated by the Canadian DSA, and provided to the Government of Canada Contracting Authority, to ensure compliance with the security provisions, as defined by the Canadian DSA, in relation to equivalencies.
15. The Foreign recipient **Contractor / Offeror / Subcontractor** must comply with the provisions of the Security Requirements Check List attached at Annex C.

APPENDIX A

The Foreign recipient **Contractor / Offeror / Subcontractor** must perform a security screening of all its personnel who will need access to **CANADA Protected A and/or B** information and/or assets and/or to Canadian restricted sites;

a) Identity check

- i. Copies of two of valid original pieces of government issued identity documentation, one of which must include a photo
- ii. Surname (last name)
- iii. Full given names (first name) – underline or circle usual name used
- iv. Family name at birth
- v. All other names used (aliases)
- vi. Name changes

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1. Must include the name they changed from and the name they changed to, the place of change and the institution changed through

- vii. Sex
- viii. Date of birth
- ix. Place of birth (city, province/state/region, and country)
- x. Citizenship(s)
- xi. Marital status/common-law partnership

1. Current Status (married, common-law, separated, widowed, divorced, single)

2. All current spouses (if applicable)

- a. Surname (last name)
- b. Full given names (first name) – underline or circle usual name used
- c. Date and duration of marriage/common-law partnership
- d. Date of birth
- e. Family name at birth
- f. Place of birth (city, province/state/region, and country)
- g. Citizenship

b) Residency check

- i. The last five (5) years of residency history starting from most recent with no gaps in time.

1. Apartment number, street number, street name, city, province or state, postal code or zip code, country, from-to dates

c) Educational check

- i. The educational establishments attended and the corresponding dates

d) Employment history check

- i. The last five (5) years of employment history starting from most recent with no gaps in time
- ii. Three (3) employment reference checks from the last five (5) years

e) Criminal records check:

i. report(s) containing all criminal convictions for the last five (5) years in and outside of the candidate's country of residence.

f. Credit check

- i. credit check report where available.

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2) Add Annex E, Attestation Form:

ANNEX E, ATTESTATION FORM

TO:

Director

International Industrial Security Directorate

Designated Security Authority

Public Services and Procurement Canada

2745 Iris Street

c/o PSPC Central Mail Room

Place du Portage, Phase III,

11 Laurier Street,

Gatineau QC J8X 4A6

Canada

SSIContratsInternationaux.ISSIInternationalContracts@tpsgc.pwgsc.gc.ca

ATTESTATION FORM

PART I

APPOINTMENT OF CONTRACT SECURITY OFFICER (CSO)

I, _____, _____ of _____

(Chief Executive Officer or Designated Key Senior Official*)

(Title)

(Company/Organization)

hereby appoint, the following individual, as our Contract Security Officer

(Full Name of Appointee)

Dated at _____ the ____ day of _____ 20____.

(Signature of Chief Executive Officer or Designated Key Senior Official)

PART II

ATTESTATION OF COMPLIANCE BY CSO

I, _____, appointed as Contract Security Officer,

(Full Name of Appointee)

employee of: _____, attest that I
understand

(Full Name of Company / Organization)

and agree to comply by the Security Requirements stated in

_____.

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(Contract /Solicitation number)

(Signature of Contract Security Officer)

* "Designated Key Senior Officials" includes the owners, officers, directors, executives, and partners who occupy positions which would enable them to adversely affect the organization's policies or practices in the performance of the contract.

GOVERNMENT USE ONLY

Approved by: _____

Date: _____

International Industrial Security Directorate
Public Services and Procurement Canada

Version: 6

3) The following questions were received from potential bidder:

QUESTION 5:

The rated requirements R3.a and R4.a state that maximum points will be assigned to the proposed Project Manager and Subject Matter expert for project experience involving "review and analysis of an extensive amount of public sector contracts".

The PWGSC Standard Acquisition Clauses and Conditions Manual, along with the Supply Manual, define conditions and clauses for inclusion in contracting documents, which include: Task Authorizations, Call ups, Invoices and Purchase Orders. Can the Crown please confirm that these are considered contractual documents for analysis when considering past projects which included the analysis of public sector 10,000 or more contracts?

ANSWER 5:

For the purpose of this solicitation, Canada will consider experience managing Contract Variability Analysis projects involving task authorizations, call-ups, contracts as well as solicitation documents, but not invoices or purchase orders.

QUESTION 6:

With regard to rated requirement R3.c, 4 points will be given to the Project Manager with PHD, or Master's Degree or PMP Certificate. Can the Crown please confirm that a Specialized Graduate Diploma (D.E.S.S.) in Public Accounting from HEC Montreal will be considered equivalent to a PMP certificate?

ANSWER 6:

For the purposes of this solicitation, Canada will assign 4 points for a D.E.S.S. graduate diploma from HEC.

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QUESTION 7:

The required SME for this proposal (with legal background), tends to have substantial litigation experience and would most likely continue to conduct active litigations. Can the Client confirm that by contributing to this contract, the SME (and the law firm they represent) will not be considered as having a conflict with PSPC in any current or future litigation matter that may involve PSPC, in any capacity?

ANSWER 7:

Canada cannot confirm that by contributing to this contract, the SME (and the law firm they represent) will not be considered as having a conflict with PSPC in any current or future litigation matter that may involve PSPC, in any capacity.

4) To extend the end date of the solicitation:

The end date of the solicitation should now read May 10, 2017 at 2:00 PM (EST).

ALL OTHER TERMS AND CONDITIONS OF THIS RFP REMAIN UNCHANGED.